

PlanFirst Program Application - May 15, 2016

Introduction: The Department of Community Affairs' PlanFirst Program rewards local governments that clearly demonstrate success with implementing their local comprehensive plan. To apply for PlanFirst designation, a local government must have Qualified Local Government certification and be current on required reporting to DCA. (To check status of both, please visit <http://www.georgiaplanning.com/planners/planreview/default.asp>).

A multi-agency review panel will evaluate a number of indicators of community success with plan implementation to select communities for this designation. All of these indicators are equally important, but size of the community is taken into consideration in the evaluation so that communities of various sizes are equally competitive for PlanFirst designation.

Instructions: Please answer all the following questions thoroughly, attaching additional pages where necessary, so that the reviewers have sufficient information to measure the success of your comprehensive plan implementation. Supporting documents might include: news articles, legal ads, lists of attendees, letters of support or other evidence of local involvement and commitment to successful plan implementation activities in your community. *Total application length, including supporting information and support letters, must not exceed 20 pages. Text areas will expand as needed.*

Applicant government	City of Douglas
Mailing address	P. O. Box 470, Douglas, GA 31534
Telephone	912-389-3433
Email	dbatten@cityofdouglas.com
Contact person; title	Dale Batten, Community Development Director
Application prepared by	Dale Batten
<p>I, the undersigned authorized representative of the applicant, certify that to the best of my knowledge the information in this application is true and correct.</p>	
Name of authorized official signing; title	Tony L. Paulk, Mayor
Date	April 25, 2016
Signature	

PRE-REQUISITES

A. (1) We have a good track record of maintaining our Qualified Local Government status **and** submitting required reports to DCA, including the current Report of Local Government Finances. (To check status, please visit <http://www.georgiaplanning.com/planners/planreview/default.asp>).

QLG status: yes no
Local government reports: yes no

A. (2) We have attained the Minimum Standard for performance as called for in our regional commission's regional comprehensive plan.

Yes no

For each of the following indicators, fully explain how your community addresses this indicator; identifying specific examples and resulting local successes. (Each indicator will be scored 1, 3 or 5 points, except indicators j. and t. which may score up to 10 points.) Add exhibits and examples as needed to tell your story.

INDICATOR: GOALS

B. The Goals (or Vision) section of our comprehensive plan is supported by the community and its leadership.

The vision developed during the Coffee County Comprehensive Plan process “Coffee County is an attractive area that has preserved its rural character and environment through planned, smart growth. An efficient traffic flow increases the area’s quality of life and attractiveness to people working and retiring in the region” is addressing local needs and is supported by the Mayor and the Commission. This is evidenced by the allocation of funds for various planning projects such as the development of a new City of Douglas Land Development Code, Urban Redevelopment Plan, Greenway Trails Project, and City lead Planned Development Project for the airport. All of these are action items in the implementation program of the comprehensive plan. The City leadership is continuously seeking to improve its planning process and livable environment in the city through acquisition of additional park lands, visioning workshops with the citizens and cooperation with the Industrial Development Authority to attract more businesses, retain existing businesses and provide more employment opportunities.

Our downtown has remained very vital with an occupancy rate of 90% as a result of this leadership. There have been six (6) new businesses that have opened within the Main Street Area within the past couple of years. The City of Douglas Main Street Manager and the Downtown Development Authority are working closely with the consulting firm in the development of a new Downtown Master Plan scheduled to be complete in June 2016. The previous Downtown Master Plan (DTMP) was developed in 1991 and approximately 87% of the goals were achieved. The City of Douglas has remained a Georgia Main Street City since May 1987 and a National Main Street City since 2000. In April 2016, the City and a private individual jointly sponsored the Vintage Southern Home Market where vendors sold market vintage dishes, antiques, furniture,

pottery, etc. This event was very successful and could become an event that will be held in the spring and in the fall. In the past, the City has sponsored the Bikes, Blues & BBQ Festival in the spring and the Outdoor Hunting and Fishing Expo in the fall. In 2016, the two festivals were combined and will be held in September under the name of the South Georgia BBQ & Outdoor Festival.



C. The Goals are both ambitious and achievable for the community.

The City of Douglas believes in setting goals that are both ambitious and attainable. All goals are formulated as questions to encourage problem solving and active participation in the process and outcome by elected officials and citizens alike. All goals lead towards fostering preparedness for sustainable growth. One of the more significant goals toward that end was the complete update of the City's zoning ordinance into a consolidated, modern Land Development Code which provided guidance towards sustainable development with enough flexibility to address small lot development, mixed use, historic and cultural preservation, pedestrian and bicycle connectivity, tree preservation and economic development. Development of this new Land Development Code included many workshops and public hearings, considered the Comprehensive Plan land use areas for the redevelopment of the zoning districts, and went into effect on February 28, 2011. Please refer to J. for additional information regarding our goals.

D. The Goals steer local decision-making on a continuous basis.

The Comprehensive Plan is considered in every budget cycle, land use decisions, capital project priority list, CDGB grant applications and other growth and development decisions.

1. Prior to the start of the new fiscal year budget preparation, the Community Development Director provides each department head a copy of the most recent Short Term Work Program to budget for projects that relate to their department. Also, in preparation for a new SPLOST Referendum, projects in the Comprehensive Plan are considered. In addition to the Comp Plan, the city also adopts a Five (5) Year Airport Capital Improvement Plan, which is revised annually by the Airport Consultants, Airport Commission and the City Commission.

- The projects in the Airport Capital Improvement Plan (ACIP) are included in the SPLOST Referendum and city budget. The ACIP is also submitted to DOT and FAA as a planning tool for funding of projects.
- The City also adopted a Water/Sewer Master Plan which projects therein are budgeted in the annual city budget as well as in the SPLOST Referendum. Fortunately, the City of

Douglas has department heads that believe in and follow plans, thus, projects ranging from recreation to infrastructure have been completed in accordance with approved plans.

- Below are some projects that have been completed that were included in the 2008-2013 and /or the 2014-2018 STWP:
 - The Joint City/County/BOE Athletic Facility (Middle School Sports Complex), which consists of five softball fields, one soccer field, one football field, a concession stand used by the Douglas Coffee County Parks & Recreation and the BOE for their sports programs.
 - The rehabilitation of the tennis courts at Davis Wade, Wheeler, Eastside and Roundtree Parks were completed. These were included in the Parks & Recreation Master Plan. New lighting was installed at Davis Wade and Roundtree Parks. Also, the basketball courts at Roundtree were resurfaced and new goals installed as part of the overall Master Plan.
 - Street resurfacing with underground infrastructure improvements;
 - Construction of the new Compressed Natural Gas Facility.

2. Every rezoning application is reviewed in the context of consistency with the character areas as delineated in the comprehensive plan to ensure future development follows the designations of uses in the character areas. For example, the World War II Flight Training Facility located at the airport was rezoned to Planned Development (PD) to provide for specific character development of the area. The WWII Flight Training Center is on the National Register of Historic Places.



3. The comprehensive plan and its list of projects are considered when selecting CDBG grants and other grants. Housing rehabilitation for low income families is in progress with a CHIP grant.

- Replace deteriorated water and sewer lines and upgrade in size. The City received a CDBG Grant in 2012, which has been closed out for Water/Sewer Improvements in low income areas. A CDBG Grant was received in 2015 for Water/Sewer Improvements in a low income area located in the RAS neighborhood. Engineers are preparing bid documents.
- Street resurfacing and new paving (water and sewer lines are upgraded prior to resurfacing a street) have been completed with SPLOST, City and DOT funds.
- DNR Grant funds were received to assist with the tennis court rehabilitation and lighting at Davis Wade Park.
- Development of Industrial Parks (Expansion of Park West and new Satilla Industrial Park).

E. Consistent progress is being made at achieving the Goals.

The City of Douglas continues to implement its comprehensive plan with annual internal updates to its capital work program/project list. And through this process, several of the projects listed in the latest 2013 Short Term Work Program, have been completed or are underway:

Recreation

- Tennis Court Resurfacing was completed at Davis Wade, Wheeler, Roundtree, and Eastside Parks. New lighting was installed at Davis Wade and Roundtree Parks. Lighting was reworked at Wheeler and Eastside Parks - Completed. Basketball courts at Roundtree were also rehabbed and new goals installed. Below is Davis Wade Park – Tennis Courts rehabbed, new lighting and parking lot improvements.



- Joint City/County/Board of Education Athletic Complex (Middle School Sports Complex) which was also included in the Parks Master Plan - Completed
- Improved parking at Middle School Sports Complex – Underway
- Improve parking lots at recreation facilities – On-going
- Upgrades made to ADA restrooms at Wheeler Park. New ADA Accessible restrooms were constructed at Roundtree and Eastside Parks.

Natural Gas

- Extended natural gas lines to agricultural areas for tobacco barns, poultry operations and corn dryers. Several natural gas lines have been completed. This will be on-going and performed upon request.
- The construction of the Compressed Natural Gas Facility is complete. Although a small town, Douglas plans big and thinks big. The foresight in the construction of the Compressed Natural Gas Facility is an example of that. The site is on the Perimeter Road and provides an alternate fuel. See Below.



Airport

- Design for Construction of North Corporate Hangar Area Taxiway, Phase I – Underway

- Design of Airport Terminal Area Apron South – Underway
- Airport Terminal Apron Overlay was changed to Seal Coat by GDOT – Completed
- Design of T-Hanger Site Work – Underway
- Construction Documents being prepared for 11 Enclosed T-Hangers and Maintenance Facility-Underway (Airport Capital 5 Year Plan Update)
- Old Fuel Farm Closure – Completed (Airport Capital 5 Year Plan Update)
- Design Phase & Bid Phase of Crack Seal & Remarking Project Completed & Bids Received-Expect GDOT Aviation to award in very near future. (Airport 5 Year CIP)
- Airport Lay Out Plan Update – Underway (Airport 5 Year CIP)
- Replacement of Airfield Electrical Vault and installation of Runway Distance Remaining Signs and Replace Wind Socks has been completed. (Airport 5 Year CIP)
- Aviation Fuel Farm with Transfer Pad and Terminal Area Refueler Parking Pad complete. Included in ACIP. See Below.



- Runway 4 Approach Obstruction Clearance – Completed

Public Works

- New City Entrance Signs – Two (2) have been completed; remaining two (2) budgeted
- Engineering staff preparing Storm Drainage Master Plan-In Progress



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Transportation

- Widening of SR 135 from US 441 to SR 32 – GDOT has taken bids and award of contract expected in near future.
- Sidewalk Master Plan being prepared by City Engineering Department.
- Resurface Streets & New Pavement of Streets in SPLOST V – Complete
- Expansion of Greenway Trail – Funds budgeted – plans being revised.
- DOT Traffic Signals upgraded on SR 158 and seven (7) locations, and two (2) locations at SR 31.
- Downtown Street Scape Project was completed in 1996 using TE Funding and local funds. This project was included in the 1991 Downtown Master Plan.



Economic Development

- Park West Industrial Park was expanded and a new Spec Building constructed. See Below.



- Land was purchased for Satilla Industrial Park; engineers are preparing plans for water, sewer and new paving.

Public Safety

- Purchased on-board computers for police cars.
- Purchased a pumper truck for Fire Dept.
- Purchased Jaws of Life Equipment for Fire Dept.

Water/Wastewater

- Completed upgrades to the Wastewater Treatment Plant.
- Completed Phase II of the Water/Wastewater Plan??
- Completed improvements to the Broxton Lift Station.
- Conducted Water/Wastewater Feasibility Study for new Well and Tank on southwest side of city.

Cemetery

- Completed Indigent Section at City Cemetery.
- New paving and resurfacing at cemetery completed.
- Development of Visitor Information Center (Kiosk) completed.

Technology Equipment

- Purchased GIS Technology Equipment.

Zoning

- Updated Zoning, Subdivision, and Sign Ordinances combining them into the Unified Land Development Code – adopted by City Commission Feb. 2011.
- Completed and adopted the Airport Overlay Ordinance

Downtown Master Plan

- New DTMP scheduled to be completed June 2016.

INDICATOR: LEADERSHIP

F. We have effective planning staff or another suitable arrangement for handling community planning matters.

The City's planning staff includes the City Manager, the Community Development Director, the Building & Zoning Inspector, Engineer, City Attorney, Parks and Recreation Director and any other Department Head as applicable. In addition to in-house staff, the City also is contracting with the Southern Regional Commission's three planners, two of which are AICP certified, to handle any rezoning or land use matters that come before the Planning Commission and the City Commission. SGRC planning staff in cooperation with the Community Development Director is responsible for handling rezoning and annexation applications, maintenance and update to the current City of Douglas Land Development Code, assistance with public meetings and workshops, revisions to the zoning map and variances, mapping and other GIS applications. SGRC staff may also assist in other special projects as requested, such as visioning projects or city lead Planned Developments. The City Manager and respective department heads are also very much involved in the day to day operations and matters relating to planning, whether it pertains to adopting a tree preservation ordinance, designing architectural guidelines for the Town Center zoning district, regulation of outdoor seating for downtown cafes, or regulation of internet cafes. The Community Development Director is also responsible for the development and implementation of CDBG grants, interacting with the Industrial Development Authority in attracting and maintaining industry and businesses and providing information to citizens as requested in matters of land use and responsible for the implementation of the projects included in the 5 Years Airport Capital Improvement Plan.

The City of Douglas staff, as well as elected and appointed officials are also strongly encouraged to participate in any planning and zoning related training that is made available to them. Recent trainings that City leadership attended included the Planning & Zoning 101 and 201 seminars held by the Carl Vinson Institute of Government in April of 2015 and the City Manager attended training that included planning and zoning while at the International City County Manager's Training in Seattle, Washington in Sept. 2015.

G. We have an active planning commission or similar body to steer local planning decisions.

The City has an active, jointly with Coffee County, a 7-member Planning Commission which meets regularly on the third Thursday of each month to hear and discuss rezoning, annexation, text amendment, and other applications pertaining to the city's planning & zoning and quality of life issues. The Planning Commission routinely uses the current comprehensive plan as a basis for its review and recommendations to the City Commission. The City also has a Zoning Board of Appeals which considers appeals to administrative decisions and hears Variances.

The Historical Preservation Commission, along with the City Building Inspector is included in the review of site plans or building applications within the historical Town Center and Gaskin Avenue Districts to ensure compatibility of uses and structures. The Historic Preservation Commission is a five-member board made up of residents who have a demonstrated interest and knowledge of historic preservation. The Main Street Manager is involved with the Downtown Historic and Main Street Districts. Any new proposed uses are checked for capability with the comp plan and the city's ULDC.

The Downtown Development Authority considers the Comprehensive Plan and the city's ULDC when making decisions on projects within the DDA Boundary.

The Main Street Manager meets with all new merchants within the Main Street District to ensure compliance with local ordinances and compatibility with the Comp Plan.

H. We have a regular local plan effectiveness evaluation process (such as annual planning retreats of elected leadership).

All City officials and staff attend an annual off-site retreat, usually held in January or February, to discuss the vision for the City, the annual capital projects list and budget, city issues and opportunities, operations, growth, challenges, upcoming training opportunities and receive reports from the various departments. The city leadership then determines the course of action and priority lists for city operations and projects for the next fiscal year. Leadership Coffee is comprised of local business and government leaders, and future leaders, to make them aware of the workings of economic development. This is sponsored annually by the Chamber of Commerce.



City officials and selected staff, along with county officials, Board of Education officials/staff, leaders from local industries and businesses attend the BEST Retreat (Building Economic Strengths Together), May 13 & 14, 2015, sponsored by the Chamber of Commerce to brainstorm and set goals for the community.

I. All local officials (both elected and appointed) involved in local planning processes have recently attended training in how to use the plan effectively. Please indicate what trainings and the date(s) attended.

CVIOG Planning and Zoning 101 April 14, 2015 – Dale Batten

CVIOG Planning and Zoning 201 April 15, 2015 – Dale Batten

Members of the Planning Commission attended the most recent Georgia Association of Zoning Administrators (GAZA) training in Athens-8/2015. Several members have attended GAZA Training annually for a number of years.

The City has four new elected officials as of January 1, 2016 that attended the Newly Elected Officials training while attending the GMA's Mayor's Day in Atlanta in January 2016. Mayor Pro-tem Pearson and Commissioners Moore and Roper have taken the Planning/Zoning Training prior to 2007, offered by the Carl Vincent Institute of Government. The Community Development Director attended Planning & Zoning for Quality Growth-1/2007; Revitalizing Neighborhoods-6/2007, Economic Development-6/2009; Housing Solutions-1/2013 and Economics of Education-6/2015 at GMA/Carl Vincent Institute of Government. DDA Training was attended by Mayor Pro-tem Pearson-3/2007, Commissioner Swain 9/2013 and Commissioner Josey 3/2010. Mayor Pro-tem Olivia Pearson has earned over 300 hours of municipal training through GMA. Mayor Pro-tem Pearson currently serves as 1st V President of the GMA District 11 and is scheduled to become President in June. Commissioners Ropers and Moore both have over 200 hours of municipal training.

J. Provide up to ten of your best recent examples where the plan steered a key local decision, with pertinent plan references (attach additional sheets as needed).

Project Name	Description	STWP year & page	Comp Plan Goal
1. City of Douglas Land Development Code	Complete Update and rewrite of the LDC Budget: \$40,000 Adopted the Unified Land Development Code in Feb 2011. This was an entire rewriting of our Code of Ordinances and included new Development Standards and updated sign ordinance. SGRC, City Zoning Staff, City Manager, City Commission and Planning Commission heavily involved as well as general public. The previous Zoning Ordinance was updated in early 90's.	STWP FY 9-10 Page 19	4.2 Land Use: Support Sustainable Growth Patterns by coordinating growth with existing and planned infrastructure 4.6 Natural and Cultural Resources: Develop and enforce adequate environmental and cultural controls to preserve the area's heritage.
2. Public Works/Maintenance Facility	Public Works/Maintenance Facility site was purchased and is under construction. This facility will house the city's Water, Sewer, Electrical, Public Works, Warehouse and Vehicle Maintenance Departments at one location. SPLOST funds are being used to construct the facility and State Prison Labor is performing the construction.	FY 14-18 Page 37	4.2 Land Use: Support Sustainable Growth Patterns by coordinating growth with existing and planned infrastructure 4.7 Community Facilities and Services I: Actively reevaluate and address the community facility and service needs of the County.
3. East-West One-Way Pair SR 32 Downtown	The East-West One Way Pair Project was included in the GDOT STIP Program as well as the city's 2002-2007 Comp Plan Update. US 441/SR 31 running north and south, was the first one-way pair that completed in early 1980's. The two sets of one way pairs that run through the city, north/south and east/west has proven to be and economic driver for our city as	STWP 1996-2000 Page 4	4.2 Land Use Support Sustainable Growth Patterns by coordinating growth with existing and planned infrastructure 4.3 Transportation: Encourage comprehensive transportation

Project Name	Description	STWP year & page	Comp Plan Goal
	well as provides a means of safe transportation. With both of these routes being State Routes, and running through the middle of Douglas, the city benefits from tourist. The layout of the one-way pairs also contributes to the vitality of our downtown		infrastructure that promotes a safe, multi-modal system that takes into account surrounding land uses and the natural environment, ultimately creating an attractive environment for living and conducting business.
4. Wastewater Treatment Plant Improvements and Improvements to City water and sewer system	5 miles of water main rehab, 5 miles of sewer main rehab, Implement Phase II of the Water/Wastewater Master Plan,, complete inflow/infiltration study; replace old lines before resurfacing roads, expand water & wastewater lines into all areas of the city budget approximately \$ 7 Million. Phase II of the Water/Sewer Master Plan was completed. This goal involves the upgrading of aged and dilapidated water and sewer lines in the city. These projects help preparation of new industry while addressing needs of local residents.	FY 08/09 Page 16	4.2 Land Use Support: Sustainable Growth Patterns by coordinating growth with existing and planned infrastructure 4.7 Community Facilities and Services I: Actively reevaluate and address the community facility and service needs of the County.
5. Airport Redevelopment Project and PD	The Airport Commission, Airport Consultants and the City work together to make continued improvements and maintenance to the airport by following the Five Year Airport Capital Improvement Plan. Projects are identified annually from the ACIP and submitted to GDOT for GDOT and FAA funding. Projects from the ACIP are included were included in the Comp Plan. The airport is an economic development tool providing access to our community needed by industry and businesses. There is a WWII Army Air Force Flight Training Base located on the airport. Recently, the historic base was rezoned to Planned Development (PD) with the goal to create an environment that will encourage economic development and attract businesses to the area. Numerous airport capital projects were included in the STWP	FY 13 -18 Page 39	4.4 Economic Development: Create an environment that promotes Coffee County and its cities as attractive places to do business.
6. Industrial Park Development	The expansion of the Park West Industrial Park by the construction of the new spec building will spur future economic development and is a tool that will attract business/industry to our community. The acquisition of land for the new Satilla Industrial Park has been completed. The engineers are currently preparing the plans and specs for the infrastructure.	STWP FY'08-FY' 12 Page 40	4.4 Economic Development: Create an environment that promotes Coffee County and its cities as attractive places to do business.

Project Name	Description	STWP year & page	Comp Plan Goal
	The city has four industrial parks and the fifth one, Satilla Ind. Park under development is an example of good community leadership, partnerships and planning to ensure jobs and economic development for our community. Park West and Satilla Park are supported by local citizens who passed two SPLOST Referendums and local funds raised by the local EDA.		
7. Downtown Master Plan	The Downtown Master Plan will be completed in June 2016. The Steering Committee and the Stakeholder's Committee, along with the Downtown Development Authority, the Main Street Manager and general public have been involved in the development of the new DTMP. The goal of the DTMP is to provide a road map for sustainable growth and provide a cultural and economic growth environment for our downtown.	STWP2008-2013; Page 19	4.4 Economic Development: Create an environment that promotes Coffee County and its cities as attractive places to do business.
8. Widening and Railroad Separation SR 135 from US 441 to SR 32	This project was in the Comprehensive Plan and on the GDOT STIP Plan. GDOT received bids for the construction of this project in March 2016 and contract award is expected within the next few weeks. Once completed, this section of the East Perimeter Road will be five lanes and will include a railroad overpass on the east side of town. In conjunction with this project, the City will provide needed infrastructure to areas along the Perimeter Road which will create opportunities for economic development growth.	STWP 2002-2007 Page 30	4.3 Transportation: Encourage comprehensive transportation infrastructure that promotes a safe, multi-modal system that takes into account surrounding land uses and the natural environment, ultimately creating an attractive environment for living and conducting business.
9. Greenway Trail Extension	The city purchased the abandoned railroad right-of-way from Norfolk Southern in June 2000 and has completed approximately 3.5 miles of a 10 foot wide asphalt trail with concrete trestle. The portion of trail completed begins just beyond South GA State College, travels through the college, norward through downtown to the Twenty Mile Creek, past N. Chester Ave. The goal is to extend the trail to Municipal Park which is adjacent to Coffee County High School. The next phase, which is planned to reach SR 206 Connector, is included in the city's proposed FY'17 budget. The last phase of the trail will extend from SR 206 to Municipal Park. The city is reviewing options for this	STWP 2013-2018 Page 39	4.4 Economic Development: Create an environment that promotes Coffee County and its cities as attractive places to do business. 4.7 Community Facilities and Services I: Actively reevaluate and address the community facility and service needs of the County.

Project Name	Description	STWP year & page	Comp Plan Goal
	phase. This goal provides an alternative means of transportation as the trail extends through the city and will eventually reach the Municipal Park. It also meets recreational needs of the community and attracts business to our community.		
10. Joint Athletic Complex	Joint City/County/Board of Education Athletic Complex. The sports complex, consisting of softball fields, soccer field, football field and concession stand, was included in the Comprehensive Plan and the City's Parks & Recreation Master Plan. Originally the City had planned to construct the sports facility at Municipal Park but was contacted by the BOE to construct it on the Middle School Complex site. This complex is used jointly by the Douglas Coffee County Recreation Department and the BOE.	FY 08 Page 17	4.7 Community Facilities and Services I: Actively reevaluate and address the community facility and service needs of the County.

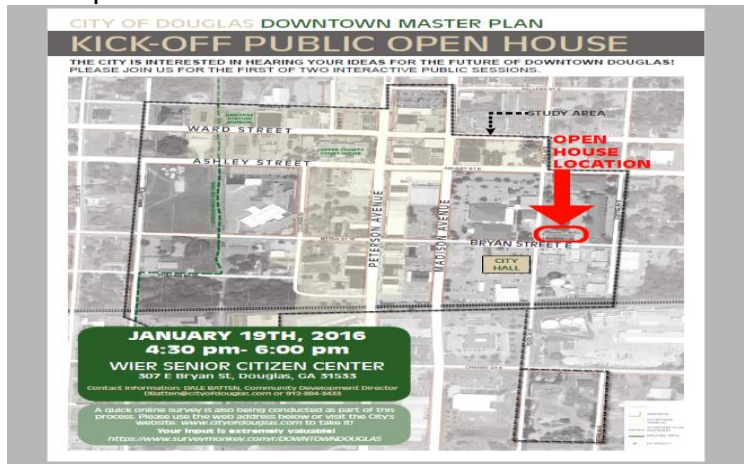
INDICATOR: PARTICIPATION

K. Our comprehensive plan was prepared with multiple community input opportunities.

One of the best ways to strengthen communities is to create opportunities for citizens to work collaboratively on the challenges that shape their community. Accomplishing this requires political leadership, citizen education, and active involvement. The Comprehensive Plan began with a process of thinking about and visualizing the future and in the process of its development a dialogue was held with the community concerning its vision for evolving and growing. This Community Participation Program for the Comprehensive Plan was crafted with these principles in mind and established two-way communication between local citizens and their government officials, with the overall goal of better decisions supported by the public. To this effect, the following input opportunities were provided:

- Creation of a multi-jurisdictional advisory committee (MAC) consisting of members from the community with their meetings open to the public. Committee members included elected officials, appointed members such as planning commission, staff members, economic development authority members, chamber of commerce and historical society representatives as well as representatives from the Main Street Program, citizens, educational and health institutions.
- Public Hearings with the County Commission and each of the four cities in the County. The initial public hearing was held near the beginning of the plan to generate interest and increase awareness of the development of the plan and the final public hearing was held towards the end of the process to allow for more citizen input and receive final comments prior to submitting the plan for review to DCA.
- Five visioning workshops held throughout all areas of the county.
- City wide open house to discuss the draft Community Agenda.

The City of Douglas continues to incorporate citizen comments and input into the implementation of the comprehensive plan through citizen input at its City Commission meetings, through the city's Facebook and Web Page. Most recently, public input has been encouraged with the development of the new Downtown Master Plan.



L. The community input received during plan preparation influenced the content of the plan.

As outlined under K, the community was provided with many opportunities to provide input into the comprehensive plan and influence its content. For example, input was received on need neighborhood park improvements. As a result, tennis courts at Davis Wade, Wheeler, Eastside and Roundtree Parks were rehabbed along with lighting improvements. New bathrooms were constructed at Eastside and Roundtree Parks with improvements being made to those at Wheeler Park. Concern was also expressed about needed street resurfacing. The city used allocated SPLOST dollars, general funds and LMIG (DOT) to resurface a number of streets. Prior to resurfacing, city crews upgraded or replace deteriorated and/or under sized water and sewer lines. Due to its inclusiveness and transparency of the process, the Comprehensive Plan, there is no doubt that this plan was influenced and shaped by the Community.

M. Our steering committee that guided development of the plan included local leaders and elected officials.

The Multi-jurisdictional Advisory Committee (MAC) acted as the steering committee and was a central part of community involvement for the joint plan. The MAC was composed of 12 to 20 members selected to be representative of the various stakeholders in the community. The MAC provided guidance to the Project Team regarding the important issues and opportunities that needed to be discussed within the Comprehensive Plan and would provide other valuable insights from a citizen perspective. The consultant met with the MAC four times during the course of the project to:

- Kick the project off and discuss the issues and opportunities facing the community.
- Review the results of the Community Assessment and discuss the Service Delivery Strategy.
- Prepare for the community vision workshops.
- Discuss strategies for the Community Agenda, discuss the draft recommendations, and prepare for the Open House.

N. We have an active, ongoing, outreach process for soliciting input on planning matters from a broad spectrum of the community, including non-traditional populations, and the resulting input is listened to by community leaders.

The City of Douglas recognized that public involvement was essential to good governance and successful implementation of the Comprehensive Plan with a broad-based support of the citizens. The City implemented its Neighborhood Involvement Program which divided the city into 11 zones. Each zone has team leaders that contact the city about their individual and unique planning needs. If the needs or projects can't be obtained/implemented during the current budget or a short timeframe, the project will be noted to be included into the next Short Term Work Program and Comprehensive Plan update. The City also encourages public input during its City Commission meetings as each agenda has a timeslot available to receive and address public input on any issues of concern. In addition, the City Commission meetings are televised on the local city access



AGENDA CITY OF DOUGLAS MAYOR AND COMMISSION		
REGULAR MEETING January 11, 2016 7:00 PM		
I.	Call to Order	Mayor Tony Paulk
II.	Invocation	Mayor Tony Paulk
III.	Pledge of Allegiance	Coffee County NJRO
IV.	Minutes	
V.	Approval of the Order of the Agenda	
VI.	Work Session Items Brought Forward	
VII.	Staff Comments	
VIII.	General Comments (3 minutes)	
IX.	Mayor and Commissioners Comments	
X.	Adjourn	

channel; informational messages and city events are included in utilities mailings; and events, activities and agendas are posted on the City's webpage and Facebook page.

O. We have active advocates for plan implementation (such as activist citizens, organizations or neighborhood groups) that are listened to by community leaders.

Citizens within the city do not hesitate to contact the elected officials, city manager, or any department head to discuss ideas and/or issues they have. The Main Street Manager is contacted regularly by the merchants regarding issues/ideas involving the main street area. The Downtown Development Authority plays a vital role in planning and their recommendations are of high priority to the City Commission. In fact, the DDA pushed for the DTMP and the city commission listened to their recommendations. Another example, residents from Roundtree Park expressed concerns about needed park improvements. Through planning, the city was able to resurface their tennis and basketball courts, install new lighting, and new basketball goals. In addition, the Downtown Development Authority, the Recreation Commission, the Economic Development Authority, the Housing Authority, and the Airport Commission all have representatives from the city attending their monthly meetings, who report back to the City Commission their recommendations and concerns involving implementation of the parts of the comprehensive plan pertaining to their respective groups. These groups also make recommendations on projects. The Joint Planning Commission is also a group which accepts community input on any projects that come before the

city. The City Commission holds regular work sessions twice a month and receives input from activist citizens, organizations and neighborhood groups.

INDICATOR: IMPLEMENTATION

P. The Work Program section of our comprehensive plan consists primarily of specific action items that make it clear exactly what we intend to do to implement the plan.

The Work Program identifies capital and operational projects to carry out the Comprehensive Plan. For example, there are several Water/Wastewater Projects listed in the Work Program; Water Main Rehab (5) miles; Wastewater Sewer Main Rehab (5) Miles; Sewer Lift Station Rehab. These are specific goals that are spelled out to be implemented. Also, resurfacing and new pavement is another specific action items. The construction of the Compressed Natural Gas Facility is another specific action item.

Q. Our Work Program action items clearly address local needs or goals identified in the plan

There are numerous action items that address local needs in the plan. For example, purchase of land for what is now referred to as Satilla Industrial Park which, when completed, will provide an environment for additional industry, thus providing needed jobs for our community. The five-laning with Railroad Overpass of the East Perimeter Road from US 441 to SR 32, when completed will provide an improved transportation infrastructure that promotes a safe, multi-modal system that takes into account surrounding land uses and the natural environment, ultimately creating an attractive environment for living and conducting business. Upon completion, this widening project will aid in supplying jobs and businesses to our community. The Downtown Master Plan, upon completion, will provide a roadmap which is needed to ensure continued vitality of our downtown. The water/wastewater and resurfacing/new paving clearly addresses the infrastructure needs for many years to come. The completion of the Middle School Sports Complex address the needs of quality recreation. The continued expansion of the Greenway Trail doubles as an alternative method of travel as well as recreational area to bike or walk.

Here are a few additional specific examples out of our current Short Term Work Program:

- Water/Wastewater: Extend water & wastewater lines into all areas of the City per master plan.
- Recreation: construct indoor swimming pool.
- Prepare Storm Drainage Master Plan.
- Implement sidewalk improvements identified in the Master Plan.
- Maintain status of Main Street Program.
- Complete trail to Municipal Park and Coffee County High school.
- Airport Rehab/Overlay area.
- Conduct Wildlife assessment.
- Expand Industrial Park West.
- Complete Stage 2 of Airport Industrial Park.
- Become a Certified Literate Community.
- Continue housing rehabilitation for L/M income families.

R. We have a good track record of accomplishing most of the action items included in past plan Work Programs.

Out of the 61 projects from the 2013 Short Term Work Program, 17 are complete, 35 are in progress, 7 have been rescheduled and 2 have been discontinued.

S. Our local capital budget is consistent with, and is designed to implement the comprehensive plan.

During the budget process, appropriate staff is provided copies of the STWP to consider when preparing their budget. For example, the next phase of the Greenway Trail to SR 206 Connector is listed in the STWP and has been included in the budget; additional resurfacing with general and LMIG funds is listed in the STWP, funding for extending natural gas to agricultural and areas outside city limits have been budgeted in the general budget. These are a few examples but there are many more goals that were included in the proposed FY'17 general budget.

T. Provide up to ten of your best recent examples of important projects carried out as a result of the plan, with the specific plan references (attach additional sheets as needed).

1. The update of the Unified Land Development Code was completed and adopted in Feb. 2011. This was included in the STWP FY' 9 & 10, Page 19. The city's Zoning Ordinance, Development Standards and Sign Ordinance were included in the ULDC Update. Prior to the ULDC Update, the City's Zoning Ordinance was last updated in the early 1990's and was included in the STWP 1991-1995, Page 71.
2. The East/West One Way Pair included in the GDOT 2002-2007 STIP and the city's STWP FY 14-18, Page 37 was completed. The two one way pairs are SR 31 (US 441) and SR 32. Because these two major state highways bring traffic flow through our downtown, our downtown is promoted thus attributes to its continued vitality.
3. Airport Improvements are carried out following the Comprehensive Plan and the 5 Years Airport Capital Improvement Plan. Numerous projects have been completed at the airport. Construction of a new terminal was completed in 1996 and included in the STWP FY 96-2000; T-Hangar Site Prep & T Hangar Taxi ways, and construction of two – eight unit hangars were completed. Included FY 1996-2000 and 2002-2007. The 5 Year Airport Capital Improvement Plan is updated annually and submitted to GDOT. The Self-Serve Fuel Farm was completed in 2011-included in ACIP FY 2009-2013. The Rehabilitation/Overlay of Runway 4/22, Rehabilitation/Overlay of the East Apron, the installation of the MALSR and Glide Slope were all included in the STWP 2002-2007 and have been completed.



4. Phase I of the Greenway Trail, included in the STWP 2002-2007, has been completed. Phase I began at the southern property line of South Georgia State College and ended at N. Chester. Although the complete trail has not been completed, an additional section from N. Chester, with the installation of a trestle, has been completed. The City has funds in

FY'17 General Budget to complete the section from the trestle to SR 206. Phase II was included in STWP 2002-2007 page 32, STWP 2008-2013 page 20, and STWP **2013-2008**.



5. Resurface roads, pave existing dirt streets and improve drainage throughout the city. STWP 2002-2007. The city hired an outside consultant to review all the city streets and rate them according to the resurfacing needs. Using SPLOST funds, State DOT, LMIG Funds and city general funds, since 2010, twenty four (24) city streets have been resurfaced. Prior to resurfacing of those streets, city crews replaced deteriorated water and sewer lines if needed and/or upgraded the size; sidewalk and drainage improvements were considered as well. When city staff plans for resurfacing, the list prepared by the consultant is used and the streets with the worst rating are addressed first. The city of Douglas approved a Water & Sewer Master Plan in 2007 and any needed water and sewer improvements identified in the plan involving the streets to be resurfaced are made prior to resurfacing.



6. Parks & Recreation Improvement: The 2002-2007 STWP, Page 37, and the STWP 2013-2018, Page 36, included the following improvements which have been accomplished:
- a. Unity Park – improvements to athletic fields, basketball, parking, picnic shelter, playground, restrooms and signage were made.
 - b. Wheeler Park – improvements were made to the athletic field, picnic shelters, playground, restrooms, resurfaced tennis courts and signage.
 - c. Roundtree Park – tennis courts were resurfaced with new lighting, basketball courts resurfaced and new goals installed, new picnic shelter and additional bathrooms constructed.
 - d. Eastside Park – tennis courts were resurfaced, lighting improvements made and new bathroom facilities constructed.
7. New Middle School and Sports Complex. STWP 2002-2007, Page 40. Construction of the new Coffee Middle School has been completed. This middle school was constructed by the Board of Education. In addition to the new middle school, the City of Douglas, Coffee County Commission and the Board of Education joined together for the construction of the Youth

Sports Complex constructed at the Middle School site. There are five softball fields, one soccer field, one football field, a concession building and parking at this complex. The sports complex is used jointly by the BOE and the Douglas Coffee County Parks and Recreation.

8. Acquired land for new industrial park; STWP 2008-2013, Page 22. A 190 acre tract of land was purchased for the newest industrial park which has been named Satilla Industrial Park. Upon acquisition, the land was rezoned and annexed into the city limits. The Regional Commission handled the rezoning/annexation process which the Comprehensive Plan and Future Land Use were considered. The construction plans for the infrastructure installation are being prepared by the engineers. The city will use SPLOST funds to pay for the water, sewer and paving of Satilla Park.

9. Water/Waste Water Improvements – STWP 2013-2018, Page 16.

- a. Completed improvements to the Broxton Lift Station
- b. Completed Sewer Treatment Plan Upgrades
- c. Completed rehabilitation of five (5) miles of water mains and 5 miles of sewer mains.
- d. Completed rehabilitation of T&T and Bo Jo Ella Sewer Lift Stations.

10. Housing Rehabilitation. STWP 2002-207. The city of Douglas has participated in the CDBG and CHIP Housing Rehabilitation Programs since the early 1980's. Housing rehabilitation has been included in numerous Comp Plans and STWP Updates and will be an on-going goal in future comp plans. In addition to CDBG and CHIP Rehabilitation funds, the city has received CDBG grants for down payment assistance to low income home buyers. These housing programs assist in meeting the need for decent, safe and sanitary housing for qualified citizens of Douglas.



"Working Together To Serve You Better"

**DEPARTMENT
OF
COMMUNITY
DEVELOPMENT**

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Code Enforcement
Inspections and Permits
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Mayor Pro Tem
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Commissioners
Kentaiwon Durham
Mike Gowen
Cindy McNeill
Bob Moore
Johnnie Lee Roper

City Manager
Terrell Jacobs

May 1, 2016

Plan First Program
Georgia Department of Community Affairs
60 Executive Park South, NE
Atlanta, Georgia 30329-223

To Whom It May Concern:

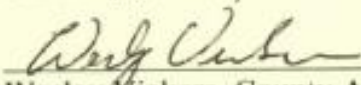
We are writing this letter in support of the City of Douglas' application for designation as a Plan First Community by the Department of Community Affairs.


The City of Douglas has successfully adopted and implemented its Comprehensive Plans for numerous years using it as guidance for growth and development decisions since the early 1960's, but even more so, after the adoption of its most current comprehensive plan adopted in 2007. Throughout the State of Georgia, Douglas is known as a progressive small city for its planning and redevelopment efforts and providing its citizens a good quality of life. There is no doubt that good planning and hard work played a major role in that distinction.

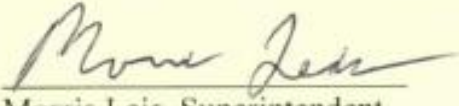
During the process of developing a new Comprehensive Plan or during the five-year update, representatives of many diverse stakeholders, elected and appointed officials, agencies, authorities and many citizens have had the opportunity to participate in the public meetings to provide input on the future needs of the City. It is through such planning efforts that new developments have been planned, built or redeveloped or preserved.

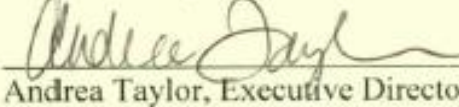
The efforts of the City throughout the years, not only to prepare Comprehensive Plans, but to follow through with the plans, is greatly appreciated and the results are certainly evident in our community. The City of Douglas is a perfect candidate for the PlanFirst Designation.

Sincerely yours,


Wesley Wickers, County Administrator
Board of Commissioners


Luke Morgan, Chairman
Douglas Coffee County FDA


Morris Leis, Superintendent
Coffee County Board of Education


Andrea Taylor, Executive Director
Douglas Coffee County